

## **West Hill Parish Council**

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### **To Members of West Hill Parish Council**

29<sup>th</sup> December 2020

You are duly summoned to attend the next meeting of West Hill Parish Council to be held at 7.30pm on Tuesday 5<sup>th</sup> January 2021.

### **Information for members of the public**

1. Due to the Covid-19 situation the meeting cannot be held in the Village Hall as per standard practice. Recent legislation changes enable Councils to hold virtual meetings. West Hill Parish Council will meet by video conferencing. The meeting is open to the public.
2. You can join the meeting either by phone, computer or android/apple device. Please ensure that your full name is displayed.
3. If you wish to comment on an item on this agenda (but don't wish to speak at the meeting) please submit this in writing by **12 noon Monday 4<sup>th</sup> January 2021**. This will be read out under public participation for members to consider.
4. For members of the public/press that wish to speak at the meeting, under public participation, please raise your hand and wait for the Chairman to prompt you.
5. For those who have no visual access to the meeting, members will state their name before speaking and voting.
6. For those who are unable to hear, the agendas and the minutes of the meeting will be available on the Council's website.

### **To join the Zoom meeting**

Join Zoom Meeting

<https://zoom.us/j/96920081466?pwd=QVpxWnkwbndCZkZZbEt0K04wR0IKUT09>

Meeting ID: 969 2008 1466

Passcode: 488126

Dial by your location

Find your local number: <https://zoom.us/u/abteC5ehWC>

*Anne Oliver*, Clerk to the Council

**AGENDA – ORDINARY MEETING OF THE PARISH COUNCIL**

Item (a)	Discussion and decisions (b)
21/001	<b>Welcome and Chairman's announcements</b>
21/002	<b>Apologies.</b> To receive apologies and approve reasons for absence.
21/003	<b>Public question time (3 minutes)</b> From 7.30pm residents are invited to give their views and question the Parish Council on issues on this agenda, or raise issues for further consideration at the discretion of the Chairman, before the start of the Parish Council meeting. Members of the public may not take part in the Parish Council meeting itself. This item included issues submitted to the Clerk prior to the meeting.
21/004	<b>District and County Councillors' reports</b> for information (items raised for decision will appear on the agenda for the next meeting)
21/005	<b>Declarations of Interest</b> a. Register of Interests: Councillors are reminded of the need to update their register of interests. b. To declare any personal interests in items on the agenda and their nature. To declare any disclosable pecuniary interests in items on the agenda and their nature (Councillors with DPIs must leave the room for the relevant items).
21/006	<b>Confidential/exempt items. In consideration of the Public Bodies (Admission to Meetings) Act 1960</b> (publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted): to agree any items to be dealt with after the public and press have been excluded.
21/007	<b>Minutes</b> 1. To approve the minutes of the Parish Council meeting on 1 <sup>st</sup> December 2020, previously circulated – including correction to item 20/4040 (c) “set the Precept at £58,875” should be “set the Precept at £56,875”.
21/008	<b>Planning applications received</b>  <b>20/2647/FUL</b> 11 Eastfield, West Hill EX11 1XN Applicant Ms Della Cannings Construction of greenhouse.  <b>20/2542/FUL</b> Straitgate Farm Exeter Road Ottery St Mary EX11 1LG Applicant Aggregate Industries UK Limited New access to the B3174 Exeter Road to provide a livestock crossing incorporating holding pens
21/009	<b>Planning decisions received</b> for information (*denotes WHPC differed)  <b>20/2140/TRE</b> 4 Heather Grange West Hill Ottery St Mary EX11 1XZ <b>Approved</b> T1 Scots Pine: Reduce south western through to northern side by 1.5m - 2m to reduce largest branches and to achieve 2m clearance to buildings
21/010	<b>TPO notifications</b> - n/a
21/011	To receive an update on a <b>planning matters</b> : a. East Devon Local Plan Review b. The Planning White Paper - revised algorithm

## Committee & Working Groups

<b>21/012</b>	<b>Finance Working Group:</b> To receive an update on <ol style="list-style-type: none"> <li>a) Closure of Yorkshire Bank Account</li> <li>b) 2021-22 Precept submitted to EDDC 18<sup>th</sup> Dec</li> </ol>
<b>21/013</b>	<b>Open Spaces Committee</b>  <b>To note and confirm</b> the minutes of the meeting of 24 <sup>th</sup> November 2020, to answer questions arising and present recommendations.  For information <ol style="list-style-type: none"> <li>a. Urgent matters arising</li> <li>b. VAS operational reports</li> </ol>
<b>21/014</b>	<b>People &amp; Policy Working Group</b>  No matters to report
<b>21/015</b>	<b>Traffic Study Working Group</b>  <b>To receive</b> a Traffic Study update from the Joint Working Group on a new pedestrian access to the Village Hall and agree further actions.
<b>21/016</b>	<b>Emergency Plan Working Group</b>  To receive an update on the development of the <b>Community Emergency Plan</b> for West Hill, including <ol style="list-style-type: none"> <li>a. To approve the West Hill Emergency Plan Risk Assessment.</li> <li>b. EDDC emergency plan information for West Hill</li> </ol>

## Other Matters

<b>21/017</b>	<b>Covid-19: To consider</b> The impact of any recent Government Covid-19 announcements.
<b>21/018</b>	<b>To receive an update on</b> <ol style="list-style-type: none"> <li>a. the monthly crime stats (for information)</li> <li>b. The Community Safety Partnership</li> <li>c. The Councillor Advocate Scheme (Police &amp; Crime Commissioner)</li> </ol>
<b>20/019</b>	<b>To consider arrangements for the West Hill Community Survey</b>
<b>20/020</b>	<b>To consider arrangements for the next WHPC newsletter.</b>
<b>21/021</b>	<b>Clerks Report: Actions and matters arising from the last meeting</b>  <ol style="list-style-type: none"> <li>1. <b>Actions, incl outstanding action</b></li> <li>2. <b>Matters arising</b> <ol style="list-style-type: none"> <li>a. Resident communication</li> <li>b. Any urgent matters arising.</li> </ol> </li> </ol>
<b>21/022</b>	<b>Finance and Invoices Tracker</b> Invoices received for approval: <ol style="list-style-type: none"> <li>1. Clerk - claim for expenses (Microsoft subscription)</li> <li>2. PLG Services – VAS transfer between sites</li> <li>3. EDDC – new recyclables bin for Playpark and annual waste collections charges £1,190.59</li> <li>4. SLCC – annual subscription renewal £185</li> </ol>

	<p>5. Cllr A Carr –printer paper 6. DALC Data Protection training course Clerk £36.00</p> <p>To receive the 2020-21 Finance Tracker + Bank reconciliation Nov/Dec 2020.</p>
<b>20/023</b>	<p><b>Councillors questions, reports and items for future agenda</b> Each Councillor is requested to use this opportunity to report minor matters of information not included elsewhere on the agenda and to raise items for future agendas. <i>Councillors are respectfully reminded that this is not an opportunity for debate or decision making.</i></p>
<b>20/024</b>	<p><b>Next meeting:</b> To confirm the date of the next meeting (by video-conference) which is scheduled for Tuesday 2<sup>nd</sup> February 2021 or 19<sup>th</sup> January 2021 to deal with planning applications (if required).</p>

Signed: *Anne Oliver*, Clerk to the Council, 29<sup>th</sup> December 2020